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**Washington State Examining Board Of Psychology  
Meeting Minutes  
June 13-14, 2003  
Department of Health  
East Point Plaza  
310 Israel Road SE  
Tumwater WA 98501**

Board Members Present: Dean Funabiki, Ph.D., Chair; Ray Harry, Public Member, Vice-Chair; Patricia Hanson, Psy.D.; Gloria Rose Koepping, Ph.D.; John Ramirez, Ph.D.; Lisa Richesson, Public Member; Elizabeth Robinson, Ph.D.; Jorge Torres-Saenz, Psy.D.; Douglas Uhl, Psy.D.

Board Members Absent: None

Staff Present: Janice Boden, Program Manager; Kathy Devine, Administrative Assistant; Marc Defreyn, Assistant Attorney General; Judy Young, Staff Attorney; Kim O'Neal, Assistant Attorney General; Kim Thorton, Intern with Attorney General's office; Patty Latsch, Senior Health Law Judge

***OPEN SESSION***

***1. Call to Order***

The meeting was called to order at 8:55 AM. Today's meeting agenda was approved with the following modifications:

- ❖ Agenda Item No. 7 was moved up in the agenda after Item No. 1.
- ❖ The Board will tour the new Department of Health building as time permits.
- ❖ Bonnie King, Director of Health Professions Quality Assurance, will be dropping by to meet and address the Board.

The Board reviewed and accepted the May 16, 2003, board meeting minutes with minor changes.

***7. Correspondence to Association of State and Provincial Psychology Boards***

The Board reviewed the letter drafted by Dr. Ramirez to ASPPB regarding fiscal matters.

**Decision: After making revisions, the Board approved the letter to be sent to ASPPB.**

## *2. Workshop on Complaint, Disciplinary, and Adjudicative Process*

The Board held a workshop to update current board members and to train new board members on how reports of unprofessional conduct are reviewed, investigated, and adjudicated. Department of Health staff and the Attorneys General Office made presentations. Some of the topics addressed included:

- ❖ An overview of the complaint and disciplinary process - Janice Boden, Prgm Manager
- ❖ The legal review process & case disposition - Judy Young, Staff Attorney
- ❖ The settlement process - Kim O'Neal, AAG
- ❖ The disciplinary hearing process - Patty Latsch, Senior Health Law Judge

It was suggested the Board consider following the California model of mandatory revocation for psychologists who are found to have engaged in sexual misconduct. This will be discussed at a future board meeting.

### **Decisions:**

- **Reports provided to board members for case disposition will continue to have the complainant and respondent's names and identifying information redacted. In place of the name or identifying information, an assigned or "false" name will be used to ensure clear tracking of the individuals involved (i.e.: "Jane doe", Complainant/Respondent, etc.).**
- **Board members reviewing complaint files will prepare a written summary of the case using Dr. Robinson's report format as a model.**
- **The Board will continue its discussion of how to handle sexual misconduct cases. The California model of "zero tolerance" will be considered.**
- **Dr. Ramirez will research what kind of circumstances would merit the surrender of licensure. His report will be added to the September board meeting agenda.**

## *3. Public Comment*

Dr. Samuel Bradley addressed the Board regarding the Stipulation to Informal Disposition he entered into with the Board in 1999. Dr. Bradley alleged that the Department of Health has violated his agreement with the Board by inappropriately and inaccurately publishing information regarding the terms of the STID on their Web site. He requested the Board take appropriate action to direct the DOH to abide by the terms of the STID, including instructing the DOH to bring into compliance the information presented on the web site with the STID the Board and he agreed to. As an alternative, Dr. Bradley asked that DOH make the entire STID available to the public upon specific request, and without editorial interpretation or prejudice. Dr. Bradley also urged the Board to obtain an Attorney General Opinion on the scope of RCW 42.17.

Marc Defreyn, AAG responded by saying that the Department is reviewing his request and that the Board will respond to Dr. Bradley in writing.

#### CLOSED SESSION

The Board went into closed session to discuss Dr. Bradley's concerns.

**Decision: Janice will send a letter to Dr. Bradley thanking him for bringing his concerns to the Board. She will tell him that after the Board has reviewed his concerns fully, he will receive a written response. Marc Defreyn will draft a response and submit the letter to the Board for approval before sending the response to Dr. Bradley.**

#### 4. *Working Lunch*

The Board met in closed session during lunch to work on the oral examination process.

#### OPEN SESSION

#### 5. *Alternatives to Robert's Rules of Order*

The Board discussed the pros and cons of following various parliamentary procedures as an alternative to *Robert's Rules of Order*. Each board member received a copy of *Modern Parliamentary Procedure* by Ray E. Keeseey. This book offers a simplified way to manage decision-making procedures as opposed to the complex methods used by *Robert's Rules of Order*.

**Decision: The Board adopted Ray E. Keeseey's book *Modern Parliamentary Procedure* to follow at board meetings.**

#### 6. *Board Goals*

Ray Harry thanked the Ethics Committee (Dr. Ramirez, Dr. Uhl, Dr. Hanson, Ray Harry and Lisa Richesson) for their feedback on goal development. In addition, each goal committee met to work on further development of assigned goals. Dr. Funabiki submitted changes made to the records retention rules draft.

#### **Decisions:**

- ❖ **Each committee will submit a final draft of its goals at the September board meeting for possible adoption by the Board.**
- ❖ **The Oral Examination committee requested that the evaluation and retention of the current oral examination structure be added to the September board meeting agenda.**

During the afternoon break, the Board recognized Janice Boden's six-year anniversary of working with the Board. Also, Kelly Richart, the building manager, took the Board on a tour of the new Department of Health building.

*8. American Psychological Association Proposed Revision of the Continuing Education Sponsor Approval System Criteria*

The Board received a memo from the American Psychological Association revising its 1996 criteria for Approval of Sponsors of Continuing Education for Psychologists. Ray Harry researched the proposal and indicated to the Board that the proposed revisions would have no impact on Washington's continuing education requirements for psychologists.

**Decision: No action necessary**

*9. Waiver Request*

The Board reviewed a candidate's request to be allowed to take the oral examination before completing the 12-month post-doctoral experience requirement.

**Decision: The candidate will be allowed to sit for the oral examination. However, should she pass, her license will not be issued until she has completed the experience requirement.**

*10. Oral Examination Dates*

The Board discussed changing the future oral examination administration dates to better coincide with post-doctoral completion dates.

**Decision: There will be three oral examinations administered in 2004: January 9-10 - Seattle; March 26-27 - Olympia; September 10-11 - Seattle. Thereafter, the oral examinations will be administered yearly in March and September.**

Bonnie King, Director of Health Professions Quality Assurance met with the Board briefly to introduce herself and meet the board members. She shared with the Board the success of the new online verification system.

**CLOSED SESSION**

The Board met in closed session to determine the disposition of complaints (presented without identifying information), to review applications for examination, and to prepare for the upcoming July oral examination.

**The Board made decisions on the following complaint files.**

- ❖ **Case #2003-06-0001 – Investigate**
- ❖ **Case #2003-06-0003 – Close, no violation**

❖ **Case #2003-06-0004 – Close, no jurisdiction**

The meeting adjourned on Saturday, June 14, 2003 at approximately 3:00 PM. The next board meeting is scheduled for September 12, 2003 in Kent.

Respectfully Submitted by:

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Janice K. Boden, Program Manager

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Kathy Devine, Administrative Assistant

Approved by (Board members present):

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